

**MINUTES
YANCEYVILLE TOWN COUNCIL
September 6th, 2016
7:00 PM**

The meeting of the Town Council was held in the Council Chambers at the Yanceyville Municipal Services Building on September 6th, 2016 at 7:00 PM.

Council members present: Alvin Foster, Mayor, Odessa Gwynn, Mayor Pro Tem, Margie Badgett-Lampkin, Brian Massey, and Keith Tatum.

Staff: Brian Collie, Town Manager, Lee Farmer, Town Attorney

Item 1: Call To Order

Mayor Alvin Foster called the meeting to order at 7:00 PM. Meeting opened with silent prayer. He asked all to stand for the pledge of allegiance. Mayor Foster also stated that copies of the Town's Rules and Procedures were available if anyone needed a copy.

Item 2: Review and Adoption of Agenda – Mayor & Council

Mayor Foster then asked Council for a motion to approve the agenda as presented. Mayor Pro Tem Gwynn made a motion to approve the agenda as presented. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 3: Consent Agenda- August 2nd, 2016 Minutes

Mayor Foster asked Council to review the minutes from the August 2nd, 2016 Town Council Meeting. Mayor Pro Tem Gwynn made a motion to adopt the consent agenda for August 2nd, 2016 as presented. The motion was seconded by Councilwoman Badgett-Lampkin and passed with a unanimous vote.

Item 4: Public Comment

Mayor Foster stated that no one had sign up to speak during public comments, and asked the audience if anyone would like to approach Council for comments.

Item 5: Service Recognition- for the Retirement of Town Engineer, Darrell Russell

Mayor Foster presented Town Engineer, Darrell Russell with a retirement plaque from the Town of Yanceyville thanking him for over 40 years of

service and commitment to the Town. Mr. Russell thanked Mayor Foster and the town.

Item 6: Public Hearing- Approval of the Proposed Location of Future Memorial Site

Mayor Foster asked for a motion to go into Public Hearing for approval of the proposed location of the future memorial site on town property. Mayor Pro Tem Gwynn made a motion to go into public hearing. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Mayor Foster called on VFW Commander of Post 317 & Chairman of the Veterans Memorial project Fred Smith. Mr. Smith came before Council and provided a summary of the project and a proposed site plan of where the committee would like to see the site located. Mayor Foster stated that the Council had reviewed the proposed site located on town property located at the corner of East Church Street & North Avenue at a recent meeting but the project committee needs the towns approval before they can move forward and develop engineered site plans.

Mayor Foster asked if anyone would like to speak during the public hearing. Mr. Gilbert Anderson approached council and spoke about the location of the current memorials on the square and was concerned that moving away from the memorials would dilute the existing memorials. Mr. Anderson asked if the proposed site was the best location. Mayor Foster gave his opinion of the proposed site being more comprehensive by having room to allow for a veterans, fire/rescue, & police memorial and that it would be close enough to the other sites while also allowing it to be close to available parking for walking tours. Mr. Anderson asked the council to think about the highest & best use of the proposed site.

After comments, questions, and discussion motion was made by Mayor Pro Tem Gwynn to go out of Public Hearing. The motion was seconded by Councilman Tatum and passed with a unanimous vote. Councilman Tatum then made a motion to approve the proposed site and footprint of the memorial on town property as presented. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 7: Public Hearing- For funding under the Housing and Community Development Act of 1974, as amended

Mayor Foster asked for a motion to go into Public Hearing for funding under the Housing and Community Development Act of 1974, as amended. Mayor Pro Tem Gwynn made a motion to go into Public Hearing for funding under the Housing and Community Development Act

of 1974, as amended. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

The Town Council for the Town of Yanceyville held a public hearing on September 6th, 2016, for providing an explanation and description of the FY 2016-2017 North Carolina Department of Environment and Natural Resources (DENR) Community Development Block – Infrastructure Grant (CDBG-I). Council members present were Mayor Alvin Foster, Mayor Pro Tem Odessa Gwynn, Brian Massey, Keith Tatum, and Margie Badgett-Lampkin. Staff members present were Town Manager/Clerk, Brian Collie & Town Attorney, Lee Farmer.

Town Council and staff of Yanceyville were present to discuss the purpose of the public hearing for the Town of Yanceyville's CDBG-I funding application. Manager Collie stated that the purpose of the public hearing is to obtain citizen's views and to allow response from the public to funding proposals and answer any questions posed by citizens. Manager Collie also stated that the public hearing will cover the Town's community development needs, development of the proposed activities, and a review of program compliance before the submission of the Town's CDBG-I funding application to the state of the North Carolina.

The Town proposes to request funding from NCDENR'S CDBG-I program for the Yanceyville Wastewater Treatment Plant Upgrade. The purpose of the CDBG-I grant program is:

To improve the quality of life for low to moderate income people by providing a safe, clean environment and clean drinking water through water and sewer infrastructure improvements and extensions of service.

- To benefit a residential area where at least 51% of the beneficiaries are low to moderate income as defined by the United States Department of Housing and Urban Development. The Town of Yanceyville has a 76.25% LMI.
- To perform eligible activities.
- To minimize displacement, and
- Provide displacement assistance as necessary.

For the fiscal year of the CDBG-I funding available is expected to be \$26 million dollars, split in two grand rounds of \$13 million dollars. The maximum available grant is \$2.0 million over a 3 year period. Applications for this round of funding will be received by September 30th, 2016.

The CDBG program is able to fund a wide variety of community development activities. The State of North Carolina has chosen to fund two activities: water and sewer infrastructure, and economic development

projects that lead to job creation or retention. The infrastructure program, or CDBG-I program can fund a range of water and sewer infrastructure activities, including, but not limited to the, following:

Water:

- Projects that resolve water loss in distribution systems.
- Projects that extend public water to areas with contaminated wells.
- Projects that extend water lines to areas with dry wells.
- Projects that assist with low water pressure in public water systems.
- Projects that regionalize two or more water systems.
- Project that rehabilitate or replace a water treatment plant.

Wastewater:

- Projects that resolve inflow and infiltration to collection systems and surcharges from pumps stations and manholes.
- Projects that extent public sewer to areas with failed septic tanks.
- Projects that rehabilitate a wastewater treatment plant to allow for greater efficiency/compliance with regulations.

The Town is seeking an amount in CDBG-I funds not to exceed \$2 million dollars for the Yanceyville Wastewater Treatment Plant upgrade project. The original Yanceyville Waste Water Treatment Plant (WWTP) was an oxidation lagoon constructed in 1962. The lagoon was changed from an oxidation lagoon to a sludge storage/treatment facility when a new sequencing batch reactor (SBR) treatment system was installed from 1994-1995. Solids from the lagoon are periodically removed, typically every 3-4 years. Solids removal is difficult as a floating mixer/pump is used for such activity. During this process, significant volumes of water are removed which results in additional handling and transport costs. Solids removal is not accomplished over the entire 5 acre lagoon and solids accumulate over time. The lagoon is also subject to rainfall and freeboard considerations, which increase the risks and liability of possible embankment failure and leaks which could result in significant environmental damage. As a result of the considerations, the Town desires a better long term solution to their solids handling and management program. After review of possible changes, the Town desires to provide a new aerobic digester and digester storage tank to replace the existing lagoon. The WWTP has had some discharge violations over the past 2 years. The existing SBR has an equalization tank with a staged flow piping discharge system. In order to improve equalized flow to the chlorine contact chambers, it is also proposed that a pump be installed to provide more uniform flow that the staged piping discharge. This along with a much needed standby generator for plant operation whenever power failure may occur. All work will be done at the existing plant site on property owned by the Town. Upon completion of the new aerobic digester and digester storage tank, the lagoon is proposed to be drained,

solids removed, and decommissioned to prevent future water accumulation.

The proposed aerobic digester and digester storage tank will provide a consistent and reliable method of biosolids stabilization. It will also provide for more efficient solids removal from the WWTP for land application due to having a lower water content and less transport costs. The aerobic digester and digester storage tank will replace an outdated lagoon storage operation to meet current treatment standards. A major concern of the lagoon operation has been maintaining adequate freeboard. A significant rainfall event could result in embankment overflow and breach which would result in significant environmental damage. Construction of this project will eliminate this risk and liability. The project proposed by the Town of Yanceyville has been identified in its Capital Improvement Plan adopted September 1st, 2015. Informal community meetings were held in the project area to inform citizens of the potential project, and get feedback from the residents. A total of 100% of the CDBG- I funding will be used to benefit Low to Moderate Income (LMI) people. The project area in the Town of Yanceyville has been determined to have an area wide LMI of 76.25%. The project area includes the entire Town of Yanceyville's sewer customers.

The range of activities covered by the CDBG-I funds for the Yanceyville Wastewater Treatment Plant upgrade project includes:

- Construction.
- Environmental Review
- Engineering Design
- Construction Administration and observation.
- Legal activities.
- Surveying.
- Grant Administration.

If Town of Yanceyville is awarded a CDBG-I grant, the town is required to adhere to federal procurement requirements and other federal regulations which include:

- American with Disabilities Act/Section 504 Survey
- Davis-Bacon & Related Labor Acts
- Adoption/Submittal of a Citizen's Participation Plan
- Adoption/Submittal of an Equal Opportunity Plan
- Adoption/Submittal of a Fair Housing Plan
- Adoption/Submittal of a Language Access Plan

Yanceyville Town Council
Meeting September 6th, 2016

- Adoption/Submittal of a Relocation Assistance Plan
- Adoption/Submittal of a Section 3 Plan
- Excess Force Provision

The State of North Carolina requires that if the Town of Yanceyville receives CDBG grant funding that the town will certify that they will comply with the requirements of the general displacement and relocation policy for CDBG grant funding. This policy assists low to moderate income people with costs associated with relocation or displacement, should such relocation become necessary due to the project activities. CDBG funds can be used for those costs, if necessary. If no displacement and relocation will occur as a result of the proposed CDBG grant activity, then the Town of Yanceyville confirms that during this public hearing. In the past, the Town has applied for and received for the several CDBG projects including the recently closed Yanceyville housing revitalization block 2008 grant.

The Town will submit its CDBG-I application for the Yanceyville Wastewater Treatment Plant upgrade project before the application deadline of September 6th, 2016. The CDBG-I application will be available for review during normal business hours at the Yanceyville Municipal Services Building located at 158 East Church Street, Yanceyville, N.C. 27379. Additional information is available from Town Manager, Brian Collie at phone number (336)-694-5431 or by email at townmanager@yanceyvillenc.gov. Should you have any complaints or grievances regarding the subject public hearing, they should be addressed to the addressee mentioned above within 10 business days or by September 16th, 2016 and a written response to the written complaints and/or grievances will be sent by the Town within 10 business days, where practicable.

After comments, questions, and discussion motion was made by Mayor Pro Tem Gwynn to go out of Public Hearing. The motion was seconded by Councilman Massey and passed with a unanimous vote.

At this time Mayor Foster called for 10 minutes. Once the meeting was called back into order Mayor Foster asked for a motion to approve the public hearing minutes as presented for agenda item number seven. Mayor Pro Tem Gwynn made a motion to approve the minutes for agenda item number seven. The motion was seconded by Councilwoman Badgett-Lampkin and passed with a unanimous vote.

Item 8: Resolution by Governing Body- Pursuant to CDBG Application

After the public hearing Mr. Collie stated that council needed to adopt the presented resolution in order to successfully apply for the CDBG grant. Councilman Massey made a motion to adopt the resolution as presented. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 9: Preventative Health Care & Wellness Discussion- Dr. Donald Fuller

Dr. Donald Fuller presented a power point presentation to council to inform the community about preventative healthcare & wellness. He went over how to control human zoonosis- internal parasites. After his presentation Mayor Foster stated that Dr. Fuller is requesting that the town recognize November 3rd as “Health Day” in order to provide awareness throughout the community. Mayor Foster made a motion to proclaim that November 3rd is town health day. The motion was seconded by Councilman Massey and passed with a unanimous vote.

Item 10: Approval of Resolution to Support an Asset Inventory & Assessment Grant Application to the N.C. Division of Water Infrastructure

Manager Collie presented council with a resolution to support an asset inventory & assessment grant application to the state division of water infrastructure. He stated that the town’s contracted water/sewer company would be compiling the grant application for the town and need this adopted before submittal. He stated that the town could receive up to \$300,000, to go towards asset inventory study, & condition assessment of critical assets.

After review, Councilman Massey made a motion to approve the motion as presented. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Item 11: GOP Building Use Request Approval

Manager Collie stated that the local Republican Party had requested to use the Yanceyville Municipal Building for an upcoming meeting. He stated that the town’s building use policy requires that Town Council approve any political campaign functions before they are allowed. Councilman Massey made a motion to approve the requested building use. The motion was seconded by Councilman Tatum and passed with a unanimous vote.

Item 12: Multi Use Path Project Discussion

Manager Collie and Town Engineer both provided an update on the status of the multi use path project. They stated that phase 1 of the project will start next week and should be completed within 3 months ending at the entrance of the Credit Union driveway on Firetower Rd. Manager Collie stated that DOT engineers were currently looking into possibly decreasing the path width on the section stretching from Hwy 86 up to the Credit Union driveway from 10 feet paved to 5 feet concrete. He stated that this is being proposed to cut down on the amount of grading and tree loss and that he feels that it would be more aesthetically pleasing. He stated that DOT would like to hear the town's opinion on whether they agree to this proposed change. After discussion Council agreed that they would not have a problem with the proposed width change in that location.

Item 13: PSNC Franchise Agreement Approval

Manager Collie stated that the agreement before Council tonight was the same as presented at last meeting and needs to now be approved. After review and summary Councilwoman Badgett-lampkin made a motion to approve the agreement as presented. The motion was seconded by Mayor Pro Tem Gwynn and passed with a unanimous vote.

Item 14: Town Attorney Report

Attorney, Lee Farmer addressed Council providing his monthly report. He went over and provided Council with some recent water quality documentation relating to how not to become the next Flynt. He stated the need to make sure the town was proactively making sure the water quality is maintained and suggested the town consider administering a more proactive flushing program.

Item 15: Town Manager Report

Manager Collie addressed Council with his monthly report. His report included discussion on the courthouse leak adjustment request, Wi-Fi project moving forward, the Assistant Town Clerk position, the Economic Development Director position, a potential late fee amendment, the upcoming Washington D.C trip, the First Friday schedule, and the most recent financial statements were submitted.

Item 16: Informal Discussion/Public Comment- Discussion & Comments must directly relate to agenda items

Ms. Ruby Graves asked questions regarding the adopted health proclamation. Mayor Pro Tem Gwynn stated that the NC League of

Municipalities conference was coming up in October and asked Mr. Collie if he could set up registration for those that wanted to attend. Mayor Pro Tem Gwynn, Councilwoman Badgett-Lampkin, and Mayor Foster all stated that they would like to attend.

Item 17: Adjournment

After no further discussion, Councilman Tatum made a motion to adjourn. Councilwoman Badgett-Lampkin seconded the motion that passed with a unanimous vote.

Brian Collie, Town Manager/Clerk, prepared the above minutes. They represent a brief description of those matters that were addressed at this meeting. A detailed account of this meeting is available for review on tape at the Yanceyville Municipal Services Building.

Respectively Submitted:

Alvin Foster, Mayor

Brian Collie, Town Clerk